

## **MINUTES OF THE HAMPTON ROADS REGIONAL JAIL AUTHORITY**

Chairman Morgan called the meeting of the Hampton Roads Regional Jail Authority (HRRJA) to order at the Hampton Roads Regional Jail, 2690 Elmhurst Lane, Portsmouth, Virginia 23701, on the 18th day of February 2015 at 9:50 a.m. in the large training room with the following members in attendance:

### **MEMBERS & ALTERNATES**

Jim O'Sullivan (CH)  
Karen E. Bowden (HA) Alternate  
Brian DeProfio (HA) Alternate  
Gabriel A. Morgan (NN) Chairman  
Robert S. Coleman (NN)  
Betty Meyer (NO) Alternate  
Lt. Col. Cindy Borum (NO) Alternate  
J. Brannon Godfrey (PO) Alternate  
Lt. Col. William Rucker (PO) Alternate

A quorum was present.

### **OTHERS RECORDED ATTENDING**

Peter Huber, Willcox & Savage; Steve Loder (NO); Superintendent David L. Simons, Assistant Superintendent Eugene Taylor III, Captain Felicia Cowan, Captain Ana Kasey, Lieutenant Reginald Whitehead, Deborah Hand, Deborah MacLeod, Kathy Crocker and Marissa Dickens, HRRJ.

### **APPROVAL OF MINUTES**

Chairman Morgan called the meeting to order and he stated there are two items that we need to vote on today and they are Item #2, the FY 2016 Final Annual Budget and Item #4, the Maintenance Services Contract. He stated we are going to table Item #6, the Appointment of Officers, for the next meeting. He asked for a motion the Board approves the agenda as amended. Mr. Godfrey Moved the Board approves the agenda as amended. The motion was seconded by Mrs. Meyer. The Motion Carried. Chairman Morgan asked the Board to take a moment and look over the minutes of the December 17, 2014 regular meeting. He asked for a motion the Board approves the minutes of the December 17, 2014 regular meeting as printed. Mr. Godfrey Moved

there being no corrections, additions, deletions or substitutions the Board approves the minutes as printed. The motion was seconded by Colonel Bowden. The Motion Carried.

### **FY 2016 FINAL ANNUAL BUDGET**

Chairman Morgan stated that the budget was presented during the last meeting and Portsmouth asked the Board to table the item until the April meeting to give them time to look at their new per diem rate. He stated Portsmouth has since then reaffirmed the numbers as it applies to them. He asked Mr. Godfrey if he had any comments at this time. Mr. Godfrey stated Portsmouth is satisfied that the figure is correct. Chairman Morgan asked for a motion the Board adopts the FY 2016 Annual Budget. Mrs. Meyer Moved for a motion the Board adopts the FY 2016 Annual Budget. The Motion Carried.

### **TREASURER'S REPORT**

Chairman Morgan asked that Ms. MacLeod report on this item. Ms. MacLeod directed the Board's attention to page 25 of the agenda and stated this report provides figures through January 2015. She stated HRRJ is currently in line with the budget year-to-date. She pointed out that we did make some adjustments in anticipation of the Compensation Board's cut in the Aid to Localities which is reflected in the column Projected Variance. Mrs. Meyer asked how the budget in the General Assembly is affecting all of this? Superintendent Simons responded by stating HRRJ was cut by about \$400,000 which can be absorbed. Ms. MacLeod asked for motion the Board approves the Treasurer's Report. Mr. Godfrey Moved for a motion the Board approves the Treasurer's Report. Mr. Coleman seconded the motion. The Motion Carried.

### **MAINTENANCE SERVICES CONTRACT**

Chairman Morgan asked that Mrs. Hand report on this item. Mrs. Hand stated that this is a renewal every five years. She reported HRRJ issued a Request For Proposal (RFP) and received six responses. She stated they short listed them to four and interviewed all four contractors. She asked for a motion the Board approve the award of contract to Colonial Webb, our current contractor. Mrs. Meyer asked if the amount was consistent with what was just approved in the budget? Mrs. Hand responded by stating it is about \$23,000 more than the old contract but that can be absorbed in Maintenance Services. Mr. Coleman Moved for a motion the Board approve the award of contract for Maintenance Services to Colonial Webb. Mrs. Meyer seconded the motion. The Motion Carried.

### **REVIEW OF OPERATIONS AND ACTIVITIES**

Chairman Morgan stated, in lieu of time, this item is for your information and to read

at your leisure. He asked Lt. Colonel Taylor to report on the inmate death. Lt. Colonel Taylor reported that on December 27, 2014 an inmate by the name of David Priddy was discovered in his cell unresponsive. He stated EMS was notified; however, Mr. Priddy was pronounced deceased within his cell. He reported that he was 84 years old and had a history of hypertension.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

None

### **ADJOURNMENT**

Chairman Morgan stated the next Board meeting will be on Wednesday, April 15, 2015 at 1:30pm. There being no further business to come before the Authority, the meeting was adjourned at 10:04 a.m.

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Marissa A. Dickens  
Recording Secretary

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Gabriel A. Morgan  
Chairman